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**EXECUTIVE SECRETARIAT**  
**ROUTING SLIP**

TO:

|          |           | ACTION | INFO | DATE | INITIAL |
|----------|-----------|--------|------|------|---------|
| 1        | DCI       |        | X    |      |         |
| 2        | DDCI      |        | X    |      |         |
| 3        | EXDIR     |        | X    |      |         |
| 4        | D/ICS     |        | X    |      |         |
| 5        | DDI       |        | X    |      |         |
| 6        | DDA       |        | X    |      |         |
| 7        | DDO       |        | X    |      |         |
| 8        | DDS&T     |        | X    |      |         |
| 9        | Chm/NIC   |        |      |      |         |
| 10       | GC        |        | X    |      |         |
| 11       | IG        |        | X    |      |         |
| 12       | Compt     |        | X    |      |         |
| 13       | D/Pers    |        |      |      |         |
| 14       | D/OLL     |        | X    |      |         |
| 15       | D/PAO     |        | X    |      |         |
| 16       | SA/IA     |        |      |      |         |
| 17       | AO/DCI    |        |      |      |         |
| 18       | C/IPD/OIS |        | X    |      |         |
| 19       | NIO       |        |      |      |         |
| 20       | VC/NIC    |        | X    |      |         |
| 21       |           |        |      |      |         |
| 22       |           |        |      |      |         |
| SUSPENSE |           | Date   |      |      |         |

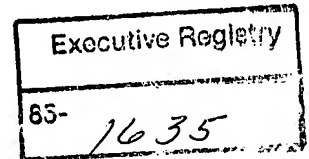
Remarks

16 April 85

Date

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NATIONAL SECURITY COUNCIL  
WASHINGTON, D.C. 20506

April 16, 1985

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## MEMORANDUM FOR AGENCY COUNTERPARTS

SUBJECT: Release of National Security Council Documents

We are concerned about recent instances where National Security Council (NSC) originated documents were disseminated outside of recipient agencies without our concurrence. I would like to take this opportunity to remind you of the obligations your agency has in regard to the release of NSC originated documents.

The "third-agency" rule requires an addressee agency to obtain the permission of the originating agency before transmitting documents or information to a third party, including other agencies, the Congress, the courts, and the public. Therefore, when processing a request for documents involving information originating at the NSC, you should forward such documents for NSC review prior to release. Our policy remains to release such documents and information wherever possible, but our obligation to protect certain categories of information necessitates review prior to release. This obligation extends to both classified and unclassified documents, since the latter may contain policy-deliberative or other exempt or privileged information.

Thank you for your attention to this matter. We will, of course, apply this standard to our review for release of documents and information originating in your agencies.

Robert M. Kimmitt  
Robert M. Kimmitt  
Executive Secretary




Mr. Donald P. Gregg  
Assistant to the Vice President for  
National Security Affairs

Mr. William B. Staples  
Executive Secretary  
Arms Control and Disarmament Agency

Mr. Malcolm H. Butler  
Executive Secretary  
Agency for International Development

Mr. Beryl Sprinkel  
Chairman-designate  
President's Council of Economic Advisors

  
Executive Secretary  
Central Intelligence Agency

STAT

Mrs. Helen Robbins  
Executive Assistant to the Secretary  
Department of Commerce

Colonel R. J. Affourtit  
Executive Secretary  
Department of Defense


Mr. William Vitale  
Executive Secretary  
Department of Energy

Mr. Edward O'Malley  
Assistant Director, Intelligence Division  
Federal Bureau of Investigation

BG George Joulwan  
Executive Assistant to the Chairman  
Joint Chiefs of Staff

Mr. Stephen Galebach  
Special Assistant to the Attorney General  
Department of Justice

STAT

  
Chief of Staff  
National Security Agency

Mr. Alton Keel  
Associate Director for National Security and  
International Affairs  
Office of Management and Budget

Dr. George Keyworth  
Director  
Office of Science and Technology Policy

Mr. Nicholas Platt  
Executive Secretary  
Department of State

Mr. Edward Stucky  
Acting Executive Secretary  
Department of the Treasury

Mr. C. William LaSalle  
Chief of the Executive Secretariat  
U. S. Information Agency

Mr. Dennis Whitfield  
Executive Assistant to the  
U.S. Trade Representative